

# Project Status Tracking Report Governance Tool

Project Coordinator: George Purefoy

Council Date	ID	Project Name	Project Scope	Project Deliverable	
2/19/2001	84	Director's One-Day Work Schedule	Schedule and hold a one day work schedule in order to further develop organizational understanding of City Council priorities.	Staff Action	Complete <input checked="" type="checkbox"/>
3/20/2001	150	Lighting at Veteran's Memorial	Find out who is responsible for taking care of the veteran's memorial and encourage lighting of the flag at the memorial.	Staff Action	Complete <input checked="" type="checkbox"/>
3/20/2001	155	Review deal points of Stonecreek Tax Abatement Agreement.	Review the agreement regarding \$3 million dollar buildings vs. \$15 million dollar buildings. Place in the agreement limiting language regarding activation upon CO, etc.	Staff Action	Complete <input checked="" type="checkbox"/>
4/3/2001	157	121 Tollway/Freeway issue	Make sure that other cities, TXDOT, and NTTA are aware that we are not fully supporting a tollway, but rather that it is a last ditch effort. Communication to appropriate bodies that we want to make sure that all avenues be explored for being a freeway before the option as a tollway is selected.	Staff Action	Complete <input checked="" type="checkbox"/>
4/3/2001	173	Stonecreek Tax Abatement PH	Put on agenda a Public Hearing in order to create a reinvestment zone prior to establishing tax abatement.	Staff Action	Complete <input type="checkbox"/>
5/5/2001	85	North Texas Municipal Water District Membership	Obtain membership status in the North Texas Municipal Water District.	Staff Action	Complete <input type="checkbox"/>
5/15/2001	16	Frisco Square Overlay	Develop PID and/or other funding source for Frisco Square.	Ordinance	Complete <input type="checkbox"/>
6/19/2001	19	City Facilities Planning	Develop long-range plan for ensuring adequate City facilities. Plan needs to include City Hall, Library, Justice Center, Natatorium, Rec. Center, Public Works, Heritage Center.	Staff Report	Complete <input type="checkbox"/>

6/23/2001	153	Board Orientation	Make sure that staff are giving thorough orientations to the differing boards.	Staff Action	Complete <input type="checkbox"/>
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**Project Coordinator:** Curtis Hawk

Council Date	ID	Project Name	Project Scope	Project Deliverable	
6/23/2001	162	Review Annual Audit Report	Review recommendations made at the presentation of the Annual Audit, including look at whether or not we should set a debt margin, and whether or not EDC and CDC ought to have their own audit.	Staff Action	Complete <input type="checkbox"/>

**Project Coordinator:** Scott Young

Council Date	ID	Project Name	Project Scope	Project Deliverable	
3/20/2001	158	Case Study on Custer Creek Tree Issue	Develop a case study out of the tree removal at Custer Creek including studying what trees were removed, what, if anything, could or should have been done differently.	Staff Presentation	Complete <input checked="" type="checkbox"/>
3/20/2001	135	Update the City Council on upcoming road projects concerning Underground utilities		Staff Action	Complete <input checked="" type="checkbox"/>
4/3/2001	170	TNRCC follow up on Fannin Property	Follow up on TNRCC/EPA issues at the Fannin property.	Staff Action	Complete <input type="checkbox"/>
4/17/2001	179	Review Toll Road Speed Limit	Review the Toll Road Access Road speed limit for applicability.	Staff Memo	Complete <input type="checkbox"/>
4/17/2001	160	Develop Track Record of Habitual Tree Ordinance Violators.	Develop track record of habitual tree ordinance violators.	Staff Action	Complete <input type="checkbox"/>
5/1/2001	175	VAM easement issue	Review and investigate the necessity of acquiring additional ROW in order to get better sight lines and true 90 degree intersections.	Staff Report	Complete <input type="checkbox"/>

**Project Coordinator:** Jason Gray

Council Date	ID	Project Name	Project Scope	Project Deliverable	
4/17/2001	181	Report on Emergency Mobile Phone Usage	Report on what the issues are surrounding usage of mobile phones during emergencies. Ensure that we are not putting in any unnecessary roadblocks to contribute to this problem.	Staff Report	Complete <input type="checkbox"/>

4/17/2001	73	Paperless agenda	Research and develop a plan for paperless agendas	Staff Action	Complete <input type="checkbox"/>
4/17/2001	177	Siren Locations on Website	Place a map with locations of all EWS Sirens on the website for reference.	Staff Action	Complete <input checked="" type="checkbox"/>
4/17/2001	14	Communication Infrastructure Plan	Work with iTag on developing a plan to ensure that all roadways are built with conduit in place. Continue to work with franchise utilities on partnerships.	Staff Report	Complete <input checked="" type="checkbox"/>
4/17/2001	149	CR 112 issues	Corrine Vanderpoole brought up a number of issues at the 3/20/01 CC meeting regarding CR 112. Specifically, speeding, trucks over the posted weight limit, and no posted speed limit.	Staff Report	Complete <input type="checkbox"/>
4/17/2001	80	Develop master calendar of franchise utility dates		Staff Action	Complete <input type="checkbox"/>
4/17/2001	156	Pitched roof policy.	Make as an agenda item a formal policy on pitched roofs.	Staff Action	Complete <input type="checkbox"/>
5/18/2001	9	Affordable Housing - Local Assistance Program	Develop local affordable housing assistance program for expenditure of \$107K.	Staff Report	Complete <input type="checkbox"/>
6/1/2001	94	Distribute Policy Gov info to Boards and Comms		Staff Action	Complete <input type="checkbox"/>
6/5/2001	89	Household Hazardous Waste (HHW) program	Develop a program to accept and recycle HHW.	Staff Action	Complete <input type="checkbox"/>
7/22/2001	184	Customer Relationship Management System	Research and development of a Customer Relationship Management system that will allow tracking of all citizen issues and complaints.	Staff Action	Complete <input type="checkbox"/>
9/18/2001	90	Public Transportation Options Report	Work with Unified Public Work Program at COG to develop a report on what options may be for area non-DART cities on public transportation.	Staff Presentation	Complete <input type="checkbox"/>

Project Coordinator:

Pat Reinhart

Council Date	ID	Project Name	Project Scope	Project Deliverable	
	49	Schedule executive session on MF zoning issue.		Staff Action	Complete <input checked="" type="checkbox"/>

2/6/2001	110	Place 121 uses back on agenda	Place comparison of SH 121 uses back onto the agenda in February	Staff Action	Complete <input checked="" type="checkbox"/>
2/19/2001	129	Place EDC President's Report on 2/20/01 Agenda.		Staff Action	Complete <input checked="" type="checkbox"/>
2/19/2001	138	Place all Public Hearings and outside presentations on agenda prior to Council action items.		Staff Action	Complete <input checked="" type="checkbox"/>
3/20/2001	141	Check on RTC postcard for legislators.	Check to see if we have received and distributed postcards from RTC.	Staff Action	Complete <input checked="" type="checkbox"/>
4/17/2001	161	Agendize DART Issue.	Place on the agenda a topic regarding mass transportation and DART issues for a formal presentation.	Staff Action	Complete <input type="checkbox"/>

**Project Coordinator:** Dana Baird

Council Date	ID	Project Name	Project Scope	Project Deliverable	
8/7/2001	91	Citizen Education Program on Cable Channel 6	Develop regularly scheduled program lineup for Channel 6.	Staff Action	Complete <input type="checkbox"/>

**Project Coordinator:** Nan Parker

Council Date	ID	Project Name	Project Scope	Project Deliverable	
2/6/2001	111	Resolution for official newspaper	Bring forth resolution naming official newspaper and backup newspaper.	Resolution	Complete <input checked="" type="checkbox"/>
2/19/2001	134	Get information regarding Denton County Day to City Council		Staff Action	Complete <input checked="" type="checkbox"/>
2/19/2001	92	Revamp Board Application Process	Add notification of applicant to checklist.	Staff Action	Complete <input checked="" type="checkbox"/>
2/19/2001	97	Disclosure form for Board/Council applicants	Develop a disclosure form for applicants to City positions as provided in the Ethics Code.	Staff Action	Complete <input type="checkbox"/>
3/6/2001	145	Put TXU information in minutes.	Put all of the information that TXU handed out in the meeting, including all diagrams and drawings in the minutes as part of the official record.	Staff Action	Complete <input checked="" type="checkbox"/>

4/3/2001	172	American Golf Corporation Temp. Bldg. Extension	Make sure to reflect the conversation regarding the temporary building issue--put in the minutes that the Council is giving the direction that the citations shall be issued if the temp building is still out there on 11/19/01, make sure that the building that goes out there is consistent with the presentation tonight, that the clubhouse they are building is improved from the original plans, etc.	Staff Action	Complete <input checked="" type="checkbox"/>
4/3/2001	182	Provide Solicitation Ordinance to City Council	Provide a copy of the current solicitation ordinance to the City Council so that they may be able to review.	Staff Action	Complete <input checked="" type="checkbox"/>
4/17/2001	167	City Council Members at EDC meetings	Develop a calendar to assign a Council member to be present at every EDC meeting.	Staff Action	Complete <input checked="" type="checkbox"/>
6/23/2001	152	Sunset Policy	Review sunset policy for boards and commissions, or reconcile practice with Governance Policy.	Staff Action	Complete <input type="checkbox"/>
6/23/2001	154	Complete City Council Calendar	Develop a true master calendar that allows easy access to any and all information regarding Council-oriented deadlines, including franchise reviews, ordinance reviews, etc.	Staff Action	Complete <input type="checkbox"/>
6/23/2001	166	Bring Board and Commission information to Annual Summer Retreat	Bring information regarding board terms, mission statements, roles, etc. to the annual work session for review.	Staff Presentation	Complete <input type="checkbox"/>

**Project Coordinator:**

John Lettellier

Council Date	ID	Project Name	Project Scope	Project Deliverable	
	44	Residential Masonry Ordinance	Develop and implement a masonry requirement for residential structures.	Ordinance	Complete <input type="checkbox"/>
3/6/2001	142	Put residential density worksheet on webpage.		Staff Action	Complete <input type="checkbox"/>
3/6/2001	143	Get density numbers that include both options of including flood plain and not including flood plain.	Make sure that we are comparing like data with other cities. Find out what standard other cities use for their density calculations and compare ours to theirs.	Staff Action	Complete <input checked="" type="checkbox"/>
3/6/2001	146	Citizen Advisory Committee on MF/Office/Retail/Neighborhood Cntrs.	Bring staff recommendations and forward to the CC name of those that have expressed interest.	Staff Action	Complete <input checked="" type="checkbox"/>

3/20/2001	136	Provide calendar of public meetings for PROD implementation plan.	John is to consult with PGAL and develop a calendar of public meetings as soon as possible for publication.	Staff Report	Complete <input type="checkbox"/>
3/20/2001	147	Median Priority Rankings	Bring to the CC rankings on the priorities of median development.	Staff Presentation	Complete <input checked="" type="checkbox"/>
4/3/2001	104	Gas Meter Placement	Research and review ability to regulate the placement of gas meters.	Staff Report	Complete <input checked="" type="checkbox"/>
4/3/2001	171	Hertz Rental Buckets	Follow up with Hertz Rental on issue of buckets being extended on rental equipment.	Staff Action	Complete <input checked="" type="checkbox"/>
4/17/2001	4	Apartment Issues		Ordinance	Complete <input type="checkbox"/>
4/17/2001	11	Multi-Family Development Standards	Revise MF Development Standards.	Ordinance	Complete <input type="checkbox"/>
4/17/2001	174	Median Cuts Policy	Review and investigate as to the possibility of developing a policy on minimizing median cuts.	Staff Report	Complete <input checked="" type="checkbox"/>
4/17/2001	169	Batch Plants along SH 121	Develop a staff presentation regarding the batch plants along SH 121 at the request of DMPT Downey.	Staff Presentation	Complete <input type="checkbox"/>
4/17/2001	127	List of site plans submitted prior to Tree Ordinance approval	Produce a list of site plans that were already in the process prior to the approval of the Tree Ordinance.	Staff Report	Complete <input type="checkbox"/>
5/1/2001	130	Bring forth detailed Median Development Plan	We need to bring back a detailed plan showing a beginning list of priority medians, and a look at the budget to anticipate and estimate what amount of resources we may be able to devote to median development.	Staff Action	Complete <input type="checkbox"/>
5/15/2001	3	Green Building Program	A program to encourage the use of energy efficient designs and building materials to reduce monthly utility expenses.	Ordinance	Complete <input type="checkbox"/>
6/5/2001	10	Land Use Charts and Definitions	Update and clarify land use charts and definitions.	Ordinance	Complete <input type="checkbox"/>
6/19/2001	56	Recommendation for PROD implementation	Recommend to City Council a consultant to pull together an implementation plan for the PROD.	Resolution	Complete <input type="checkbox"/>

7/17/2001	98	Best Practices/Lot Diversity	Develop an incentive mix to encourage a mixture of lot sizes and dwelling units to encourage a mix of different size homes and prices and to encourage affordable housing.	Staff Report	Complete <input type="checkbox"/>
8/21/2001	8	Dallas North Tollway Overlay District	Create Overlay District for Dallas North Tollway area.	Ordinance	Complete <input type="checkbox"/>
8/21/2001	106	MF, Retail, and Neighborhood Center Design Manual	Development of design standards for use in the review and approval of future apartment neighborhood centers and retail developments. The purpose of the standards is to reach consensus within the development community on the elements of good design.	Ordinance	Complete <input type="checkbox"/>
8/21/2001	99	Development and Design Standards	Development and design standards for use in the review and approval of future apartment neighborhood centers and retail developments. The purpose of the standards is to reach consensus within the development community on good design elements.	Ordinance	Complete <input type="checkbox"/>
12/31/2001	118	Intentional sensitivity on Street Names	Review our current street names and find a way to review incoming names.	Staff Action	Complete <input type="checkbox"/>
12/31/2001	109	Annual Sign Ordinance Update	Continue with periodic updates to the existing sign ordinance as necessary.	Ordinance	Complete <input type="checkbox"/>
2/19/2002	107	Downtown Pattern Book	Comprise a book listing approved building materials and architectural elements of early 20th century architecture that developers and/or homeowners can select in designing their buildings to provide for compatibility between the older and newer buildings.	Ordinance	Complete <input type="checkbox"/>

**Project Coordinator:** Perry Harts

Council Date	ID	Project Name	Project Scope	Project Deliverable	
	87	Regional Drainage		Staff Presentation	Complete <input type="checkbox"/>
	81	Window Code Implementation Calendar	Develop a calendar of when we will be implementing the new window code.	Staff Action	Complete <input checked="" type="checkbox"/>
4/17/2001	30	Address Use of Temporary Buildings	Review temporary building ordinance and suggest revisions, if necessary.	Ordinance	Complete <input type="checkbox"/>

4/17/2001	159	Follow up on Development Services/Builders issues.	Follow up to see where we are with the original goals that Development Services worked through with homebuilders.	Staff Action	Complete <input checked="" type="checkbox"/>
4/17/2001	1	Thoroughfare Standards Ordinance		Ordinance	Complete <input checked="" type="checkbox"/>

Project Coordinator: Gary Hartwell

Council Date	ID	Project Name	Project Scope	Project Deliverable	
2/6/2001	117	Check on RH Turn Lane at Mall	Review signage at the RH turn lane going into the Mall--look for signage and additional markings that may help.	Staff Action	Complete <input type="checkbox"/>

Project Coordinator: Rick Wieland

Council Date	ID	Project Name	Project Scope	Project Deliverable	
2/6/2001	101	Park Master Plan Report	Develop a report showing completion of all items in the Parks Master plan. Make sure to show any incomplete aspects that have yet to be implemented.	Staff Report	Complete <input type="checkbox"/>
2/6/2001	100	Check on status of Central Park development	Check to see where we are on the further development of Central Park to see if we the developer is going to meet the initially proposed deadline.	Staff Memo	Complete <input type="checkbox"/>
2/19/2001	139	Provide all City Council with the Practice Field Report.	Provide to the City Council the report generated by the Parks Department regarding availability of practice fields.	Staff Action	Complete <input type="checkbox"/>
2/19/2001	128	Place Park Master Plan Report on Website	Take the Park Master Plan Staff Report, convert it into HTML and post on the Website under the Parks and Recreation Page	Staff Action	Complete <input type="checkbox"/>
4/10/2001	22	Awesome Trail System	Create a local and regional master plan for a trail system which connects neighborhood centers, parks, and with external connections.	Resolution	Complete <input type="checkbox"/>
4/24/2001	13	Public Green Areas	Develop/update comprehensive public open space master plan, regional trail plan.	Resolution	Complete <input type="checkbox"/>
5/1/2001	185	Bicycle safety	Develop recommendations on bicycle safety on major thoroughfares.	Staff Action	Complete <input type="checkbox"/>



**Project Coordinator:** Mack Borchardt

Council Date	ID	Project Name	Project Scope	Project Deliverable	
4/3/2001	178	Review EWS Siren Policy	Evaluate the current EWS Siren policy in regards to what conditions must be met in order to sound system alarm.	Staff Report	<b>Complete</b> <input checked="" type="checkbox"/>

**Project Coordinator:** Lauren Safranek

Council Date	ID	Project Name	Project Scope	Project Deliverable	
1/2/2001	82	Review staff evaluation process		Staff Report	<b>Complete</b> <input type="checkbox"/>

**Project Coordinator:** Jim Gandy

Council Date	ID	Project Name	Project Scope	Project Deliverable	
3/20/2001	86	Platinum Park	Facilitate the development of a top-quality technology park.	Staff Action	<b>Complete</b> <input type="checkbox"/>
4/3/2001	163	Report on status of Platinum Park (former airport property)	Staff to report on current status of Platinum Technology Park.	Staff Report	<b>Complete</b> <input type="checkbox"/>
4/17/2001	183	Review and recommend changes to FEDC Articles of Incorporation and Bylaws.	FEDC Board of Directors to review and recommend changes to the Articles of Incorporation to the City Council for their review.	Staff Action	<b>Complete</b> <input type="checkbox"/>
6/20/2001	15	EDC Delivers World Class Employer	Primary responsibility of the EDC.	Staff Presentation	<b>Complete</b> <input type="checkbox"/>



## Governance Monitoring Staff Report

To: **Honorable Mayor Seei and the Frisco City Council**  
Thru: **George Purefoy**, City Manager  
From: **Frances Justus**, Tax Assessor/Collector  
CC: Curtis Hawk, Jason Gray  
Date: 4/11/2001  
Re: End of Month Tax Report

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### Report Summary:

This report is tracking the current and delinquent tax collections for the year 2000.

### Comparative Data:

The current 2000 levy is \$11,466,246 and is 101.44% of the beginning levy for the year. The 1999 levy at this same date was \$7,989,998, 1998 was \$5,612,392, and 1997 was \$4,881,711.

At the end of March the tax office has collected \$11,030,527 of the \$11,466,246 due the city for 2000 leaving 3.80% or \$435,720 still to be collected. During March we collected \$245,287 or 2.14% of the 2000 levy. At the end of March our office had collected 96.2% for the current year. This surpasses our collection rate for the previous 2 years.

In the year 1999 on this date we had collected 95.92% for the year and for the month of March we collected 1.29%. For the previous year, 1998, we collected 1.85% for the month and 96.18% for the year. In 1997 we collected 2.06% for the month and 96.23% for the year.

For the month of March 1999 we collected \$103,155, in 1998 we collected \$130,790, and in 1997 we collected \$100,349 compared to the \$245,287 we collected this March for the year 2000.

We have collected \$794,290 of the \$796,315 due the TIF accounts, leaving a balance due of \$2,026. Rollbacks collected during the month were \$100 and for the year rollbacks collected total \$196,563.52.

### Report Analysis:

Our collections for March were up due to taxpayers coming in to pay taxes after receiving their income tax returns (I believe), and many supplemental adjustments went delinquent April 1, and these were paid prior to going delinquent.

**Supporting Documents:**

City of Frisco Monthly Tax Report for the Month of March 2001

**Staff Recommendation:**

We are continuing to research accounts not paid, searching for updated addresses on some accounts, making refunds on accounts overpaid or double paid, imputing supplemental changes, figuring rollbacks on ag accounts, issuing many tax certificates, and working with our tax attorney on the delinquent roll and the collection thereof.

Thank you for your consideration of this item, if I can be of any support, please contact me at (972) 335-5555 x130 or by email at FJustus@ci.frisco.tx.us.

**CITY OF FRISCO MONTHLY TAX REPORT  
FOR THE MONTH OF MARCH 2001**

<b>CURRENT TAX ROLL</b>	<b>2000</b>	<b>%</b>	<b>1999</b>	<b>1998</b>	<b>1997</b>
Original Tax Roll	\$3,055,106,192	100.00			
Adjustments to Date #6	\$ + 290,534	+ .10			
Revised Tax Roll as 4/1	\$3,098,985,439	101.44	2,143,814,796	1,505,873,773	1184881381
Original Tax Levy	\$ 11,303,896	100.00			
Adjustments to Date #6	\$ + 1,075	+ .10			
Revised Tax Levy as 4/1	\$ 11,466,246	101.44	7,989,998	5,612,392	4,881,711
Collections for Month	\$ * 245,287	2.14	103,155	130,790	100,349
Total Collections to Date	\$ * 11,030,527	96.20			
Taxes Unpaid	\$ * 435,720	3.80			
<b>Delinquent Tax Roll</b>					
Balance 09/30/00	\$ 93,258	100.00			
Adj. To Date #28, 1998	\$ - 2	-.45			
Revised Tax Roll as of 4/1	\$ 84,294	90.39			
Collections for Month	\$ 410	.49	3,718	1,640	339
Total Collections to Date	\$ 32,136	38.13			
Taxes Unpaid	\$ 52,158	61.87			
P & I	\$ 15,824		11,009	8,683	8,915
Attorney Fees	\$ 22		990	533	67
<b>ROLLBACK TAXES</b>	\$ 100				
<b>TOTAL COLLECTION</b>	<b>\$ 261,543</b>		<b>118,872</b>	<b>114,646</b>	<b>109,670</b>

I, Frances Justus, do swear that this accounting report is true and correct. Sworn by me this the 10th day of April, 2001.

\* Includes TIF collections of \$794,290 Unpaid TIF balance is \$2,026

Frances Justus, RTA Tax A/C\_\_\_\_\_

Attest:\_\_\_\_\_

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Files\OLKA\november 1998 eom.doc

C:\Documents and Settings\Jason.CITY\_HALL\Local Settings\Temporary Internet  
Files\OLKA\november 1998 eom.doc



**Frisco Fire Department**  
City of Frisco, Texas

## Governance Monitoring Staff Report

To: **Honorable Mayor Seei and the Frisco City Council**  
Thru: **George Purefoy**, City Manager  
From: **Mack Borchardt**, Fire Chief  
CC:  
Date: 4/11/2001  
Re: Fire Department Summary Report

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### **Report Summary:**

The Frisco Fire Department responds to a variety of calls for service. A call may require a single ambulance or multiple fire trucks to mitigate an emergency. The monthly report allows us to review calls by type and analyze the responses for adequate personnel and equipment.

### **Comparative Data:**

The report for March shows a 27% increase in fire and medical calls.

### **Report Analysis:**

Due largely to the number of structures in the City of Frisco, the number of alarm calls and alarm investigations are up for the year. Medical calls increase as the population increases.

### **Supporting Documents:**

Frisco Fire Department monthly summary report.

### **Staff Recommendation:**

No recommendation at this time. Station four, which is currently under construction will help to balance the call volume.

Thank you for your consideration of this item, if I can be of any support, please contact me at 972-335-5525 or by email at [Firechief@ci.frisco.tx.us](mailto:Firechief@ci.frisco.tx.us).

### Frisco Fire Department Monthly

	March 2001	March 2000
Structure Fires	01	05
Vehicle Fires	00	0
Grass Fires	00	2
Smoke/Alarm Investigation	38	52
Motor Vehicle Accident	46	45
Medical Calls	142	81
Mutual Aid (Fire)	2	0
Mutual Aid (EMS)	03	1
*Other	52	36
<b>Total Alarms</b>	<b>284</b>	<b>222</b>
*Other includes gas leaks	Lock-ins, Public Assist,	Carbon Monoxide Investigations
Fire Company Inspections	102	53
*Lectured/Presentations	02	8
*Special Events	04	15
Total Audience	100+	1000+

\* Lectured /Presentations includes: Monthly CPR classes, first aid classes, and public education events.

\* Special Events includes: Birthday parties and scheduled station tours.